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THE DIRECTOR OF CENTRAL INTELLIGENCE

WASHINGTON, D. C. 20505

Intelligence Community Staff

23 December 1975

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Highlights of the Second Intelligence Operations Watch Centers Conference

25X1      1. The second Intelligence and Operations Watch Centers Conference, sponsored by the Intelligence Community Staff, was held [redacted] on 4-5 December. A list of attendees is attached.

2. In his opening remarks, the D/DCI/IC, General Wilson, stated that the principal objective of the meeting would be to review and reach agreement on a proposed Handbook of Standard Operating Procedures for the reporting of critical information called for in the new DCID 7/1. He noted that while this was a rather large task he hoped that the conference would produce a handbook that could be given wide dissemination in the field.

3. General Wilson also emphasized the importance of maintaining good working relations among the participants, particularly during this period of stress and reorganization. He said he found these meetings to be both desirable and profitable and favored their convocation several times a year.

25X1      4. [redacted] of DIA presented a briefing on the Collection Coordination Facility (CCF), a new element being created within the NMIC to assist in fulfilling DOD time-sensitive requirements.

5. The subject of SOPs was introduced by [redacted] who observed that today, some 16 years after the establishment of the CRITIC system, the community is still without a common set of operating procedures to govern the reporting of critical information. As a consequence, procedural

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problems are frequently encountered in CRITIC reporting during periods of international crisis. To emphasize the need for community-wide procedures, [redacted] reviewed for the conferees the CRITIC procedural errors which occurred during the Mayaguez incident in May.

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6. The entire evening session on 4 December and most of the morning session the next day were devoted to discussion and revision of the SOPs. [redacted] acting as Chairman, conducted the review and the conferees' recommended changes to the SOPs, both editorial and substantive, were considered and discussed. Changes on which agreement was reached were incorporated into the SOPs. These include:

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- The addition of an Executive Summary for the benefit of senior reporting officials.
- The deletion of the section dealing with the J-3 Emergency Action Procedures and transfer of the NOIWON section to a new appendix.
- A change in CRITIC serialization from a new numbering sequence for each new event to an annual numbering sequence for each originator.
- The expansion of Appendix A to include a sample CRITIC message with line item explanations.

7. Attached is a revised version of the SOPs reflecting the changes agreed to at the conference.

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8. The final agenda item was a discussion by [redacted] on "Issues for Future Meeting." [redacted] led off by giving a brief status report on the "National Nervous System" and CONTEXT. He then raised the issue of how well we understand the several communications systems used in the reporting of critical information--levels of security, automatic procedures, interrelationships of the various systems, etc. (He distributed a diagram depicting the presumed interworking of the principal systems and invited conferees to make corrections as well as provide additional data.) [redacted] suggested that we need more knowledge of this subject if we are to avoid difficulties in the handling of

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critical information. He suggested that IC Staff would try to prepare a brief study (in time for the next meeting) which would address such questions as:

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- a. Are there sufficient procedures to insure that critical information will pass from one net to another?
  - b. Which nets automatically accept the override designator ?
  - c. How will nets respond to high security traffic?
9. The conferees agreed that it would be timely and useful to discuss a number of other issues at the next conference:
- a. Revisions of J-3's Emergency Action Conference procedures to provide for coordination with certain elements of the Intelligence Community and the DCI.
  - b. Procedures for providing critical information to US Government emergency relocation sites, the status of secure communications capabilities at those sites, and the use of these sites in the event of terrorist acts which damaged national power and communications systems.
  - c. Any new problems related to the SOP Handbook or DCID 7/1.
10. The conferees agreed that the next meeting should be held in May or June

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Product Review Division

Attachments:

List of Attendees  
SOPs

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Attendees

Intelligence Community Staff:

LTG Samuel V. Wilson, USA, Deputy to the DCI for the  
Intelligence Community

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Mr. Richard J. Kerr, Committee on Imagery Requirements  
and Exploitation/USIB

National Intelligence Officer:

25X1 [REDACTED] Assistant NIO, USSR/Eastern Europe

National Military Intelligence Center (NMIC):

25X1 [REDACTED]

National Military Command Center (NMCC):

Col Dean G. Boyle, Chief, National Military Command  
System Support Division  
Lt Col George Furlong

National Security Agency:

25X1 [REDACTED], Chief, National SIGINT Operations  
Center (NSOC)

Department of Defense:

Mr. Gordon Stark, Chief, Defense Special Missile and  
Astronautics Center

White House:

Mr. James Fazio, Director, White House Situation Room

Department of State:

Mr. Terry Shankle, Deputy Chief, State Department Operations  
Center  
Mr. Ned Davis

State/Bureau of Intelligence and Research:

Ms. Dolores R. Wahl, Chief, INR/Current Intelligence  
Staff

Strategic Warning Staff:

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Defense Intelligence School:

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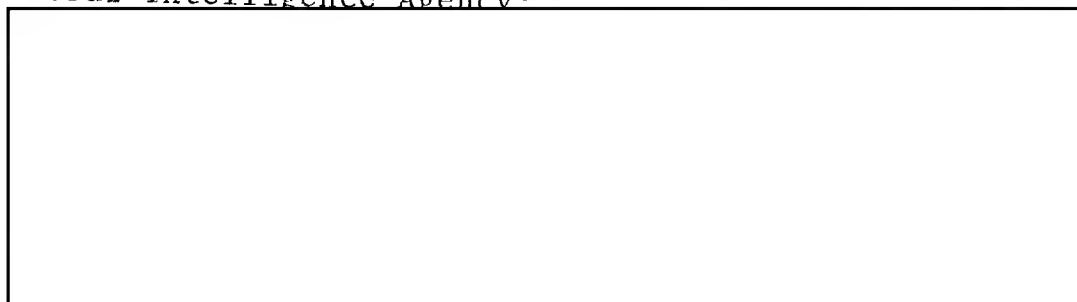
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Attendees (continued)

Treasury:

Mr. David Laux, Office of National Security Affairs

Central Intelligence Agency.



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HANDBOOK OF

STANDARD OPERATING PROCEDURES

FOR THE REPORTING OF

CRITICAL INFORMATION

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Distribution:

1 - Each Attendee  
1 - PRD Chrono  
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DCI/IC/PRD/RPO [redacted]

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